



**CALDWELL URBAN RENEWAL AGENCY**  
**7:00 P.M.**  
**Monday, August 10, 2020**  
**REGULARLY SCHEDULED MEETING**

- ROLL CALL**
- CONFLICT OF INTEREST DECLARATION**
- SPECIAL PRESENTATIONS**
- PUBLIC COMMENTS**

**CONSENT CALENDAR [All Consent Calendar items are considered action items]**

- 1) Approve minutes from the Urban Renewal Agency Regularly Scheduled Meeting held on July 13, 2020;
- 2) Approve Resolution authorizing the execution of a Financial Audit Contract with Eide Bailly for fiscal year ending September 30, 2020;
- 3) Approve Resolution authorizing the execution of a Legal Agreement with Hamilton, Michaelson & Hilty, LLP for legal services for the period of October 1, 2020 – September 30, 2021 in the amount of \$78,000.00.

**OLD BUSINESS**

- 1) Economic Development Activity Report from Steve Fultz (July 2020).
- 2) Economic Development Activity Report from Steven Jenkins (July 2020).
- 3) Consider Resolution authorizing the execution of an Independent Contractor Agreement with ElJay Waite for evaluation of a new or revised Caldwell North Urban Renewal Area.
- 4) Consider Resolution authorizing the execution of a Development & Disposition Agreement with Mussell Construction Inc. for the site known as the Cleveland Event Center located at 711 Cleveland Boulevard.
- 5) Consider Resolution authorizing the execution of a Development & Disposition Agreement with Side-A Brewing Company for the site located generally easterly of the intersection of South Kimball Avenue and Arthur Street in downtown Caldwell.

**NEW BUSINESS**

- 1) **ACTION ITEM:** Public Hearing pursuant to Idaho Code 50-1002, for consideration of the proposed budget for the Urban Renewal Agency for the City of Caldwell for the fiscal year beginning October 1, 2020 and ending September 30, 2021.
- 2) **ACTION ITEM:** Consider Resolution approving the Urban Renewal Agency budget for fiscal year beginning October 1, 2020.
- 3) **ACTION ITEM:** Consider Resolution authorizing the sale of irrigation equipment from the Caldwell Urban Renewal Agency for disposition by public auction.
- 4) **ACTION ITEM:** Consider invoices for payment from the URA Treasurer:

VENDOR	AMOUNT	DESCRIPTION
City of Caldwell – Economic Development	\$18,000.00	August: Economic Development Contribution
Hamilton, Michaelson & Hilty	\$5,940.00	July: Attorney Fee
Cold Steel Constructors	\$25,000.00	BIG Payment #5 (April – June)
Fresca	\$25,000.00	BIG Payment #3 (April – June)
Capital Distributing	\$25,000.00	BIG Payment #2 (April – June)
AMFEC	\$25,000.00	BIG Payment #3 (April – June)
Price Pump	\$25,000.00	BIG Payment #2 (April – June)
Syringa	\$18,750.00	BIG Payment #3 (April – June)
<b>TOTAL</b>	<b>\$167,690.00</b>	

5) **ACTION ITEM:** Consider ratification of invoices from the URA Treasurer:

VENDOR	AMOUNT	DESCRIPTION
Autumn Gold	\$40,000.00	Denver Street Project Improvement
City of Caldwell	\$1,755,216.75	Airport Land Purchase at 5104 E. Linden
City of Caldwell	\$221,712.26	Hangar at Caldwell Industrial Airport for TVCC Aviation Program
City of Caldwell	\$172,971.00	3811 Crown Street – Relocation Caldwell Industrial Airport Property
<b>TOTAL</b>	<b>\$2,189,900.01</b>	

- 6) Treasurer Report:
  - a. **ACTION ITEM:** Approve Monthly Cash Reconciliation Reports.
- 7) Attorney Report:
  - a. *Update Report:* Creekside Development (Downtown Caldwell)
- 8) Chairman Report:
- 9) Commissioner Reports
- 10) Motion to adjourn

**Date of the next Regularly Schedule Urban Renewal Agency Meeting:** Monday – September 14, 2020 at 7:00 p.m. in the Community Room - Caldwell Police Station at 110 South Fifth.

Any person needing special accommodations to participate in the meeting should contact the Secretary to the Urban Renewal Agency at 411 Blaine Street or call #455-4656 prior to the meeting. The entire agenda packet and minutes may be viewed on the City of Caldwell’s website: <http://www.cityofcaldwell.com/page/AgendasT/or> <http://www.cityofcaldwell.com/1889447> .

Cualquier persona que necesita arreglos especiales para participar en la reunión debe comunicarse con el Secretario de la Ciudad en 411 Blaine Street o llame al # 455 a 4656 antes de la reunión.

**CALDWELL URBAN RENEWAL AGENCY  
MINUTES  
7:00 P.M.  
Monday, August 10, 2020**

Due to technical difficulties, no recording is available for this meeting.

**(ROLL CALL)**

The regularly scheduled meeting of the Caldwell Urban Renewal Agency convened at 7:00 p.m. in the Caldwell Police Department Community Room with Chairman Hopper presiding.

The secretary called the roll. Present: Commissioner Hopper, Commissioner Porter, Commissioner Warwick, Commissioner Wagoner (via Zoom), Commissioner Allgood, and Commissioner Ramirez (via Zoom).

Staff present: Mark Hilty (Agency Attorney), Carol Mitchell (Agency Treasurer), Brent Orton (Public Works Director), Steven Fultz (Economic Development), Steve Jenkins (Economic Development), and Debbie Geyer (Agency Secretary).

**(CONFLICT OF INTEREST DECLARATION)**

None.

**(SPECIAL PRESENTATIONS)**

None.

**(PUBLIC COMMENTS)**

None.

**CONSENT CALENDAR [All Consent Calendar items are considered action items]**

- 1) Approve minutes from the Urban Renewal Agency Regularly Scheduled Meeting held on July 13, 2020;
- 2) Approve Resolution No. 2020-30 authorizing the execution of a Financial Audit Contract with Eide Bailly for fiscal year ending September 30, 2020;
- 3) Approve Resolution No. 2020-31 authorizing the execution of a Legal Agreement with Hamilton, Michaelson & Hilty, LLP for legal services for the period of October 1, 2020 – September 30, 2021 in the amount of \$78,000.00.

MOVED by Allgood, SECONDED by Warwick to approve the Consent Calendar as printed.

Roll call vote: Those voting yes: Allgood, Ramirez, Hopper, Porter, Warwick, and Wagoner, Those voting no: none. Absent and/or not voting: none.

MOTION CARRIED

**OLD BUSINESS**

**(ECONOMIC DEVELOPMENT ACTIVITY REPORT FROM STEVE FULTZ (JULY 2020))**

**Industrial:**

Project North...Continue working with developers considering a mixed-use site (commercial and industrial) in the current UR district. Submitted one new lead from Site Selector

Project Prometheus...Large business lead from BVEP...needing 80 acres for light industrial use...still active on BVEP list

Project Spirit...new project from BVEP looking for site to develop office (class "A") space. 200+ jobs. Submitted BVA site and recommended 2 other sites in the Sky Ranch area for consideration

Project Pellet...new mixed-use development (retail, office, and distribution)...shared same sites as Project Spirit. Looking for potential site, but is on hold for now.

Project Raptor...new lead from BVEP; light industrial use (North Ranch and John Laude property submitted on Hwy. 20/26)

Project Ranger...new project from Site Selector for light industrial use...looking at expansion. 100+ job

Project Scope...new project, working with BVA on potential warehouse/distribution project for the North Ranch area

Project Northwest Sandpiper...lead from Idaho Commerce, business expansion of manufacturing and distribution.

Project Equip...new project; 260,000 sq. ft. distribution facility in Sky Ranch. Numerous meetings and connections have occurred...property under contract

Continue working with TVCC and others on the development of an aircraft maintenance facility to be located in Caldwell/Caldwell Industrial Airport...making good progress on establishing the program...building/site has been acquired.

Caldwell Innovation Center...meeting with potential funding sources and other experts from around the State on the mission and direction for the organization. Working in partnership with Idaho Tech Council, SWIMA, USDA, University of Idaho and TechHelp

Project West Coast Can . . . Working with BVEP on this project.

Project Robin . . . New project, which was received last week.

He referenced representatives attending tonight's meeting from the Strider Group.

In response to questions from Commissioner Porter, Mr. Fultz reported on the delay of construction. The agreement states that construction must commence by March 2021.

#### **(ECONOMIC DEVELOPMENT ACTIVITY REPORT FROM STEVEN JENKINS (JULY 2020))**

##### **Current Projects**

Public Art: Working with the Planning and Zoning department to develop a public art program for the City of Caldwell. Because more public art interest has arisen downtown, we feel the need to develop guidelines to help preserve the design standards of the downtown core. The proposed plan involves the creation of a public art advisory committee.

Expedition Baseball League: the expansion process looks promising, as the presentation in July was well received. The league president, Steve Wagner, is currently working out the lease details for Wolfe Field and is hopeful to have a team in Caldwell by 2021.

Project Pellet: Large retailer seeking a store location and corporate headquarters in Caldwell. They would like to have a retail store and a corporate headquarters and distribution center.

Retail Recruitment Plan: Contacting local and national retailers based on the Buxton Group's report. These groups range from restaurants to retailers that have been identified as needs in our community.

2C Wine down just opened in late July.

Extreme Pizza is moving quickly on their renovations and hoping to open in September or October.

Kick Start Caldwell: Will be marketing the program by highlighting the businesses which are currently involved.

In response to questions from Commissioner Allgood, Steve reported on recent activity under the new leadership at the Caldwell Chamber of Commerce.

**(CONSIDER RESOLUTION NO. 2020-32 AUTHORIZING THE EXECUTION OF AN INDEPENDENT CONTRACTOR AGREEMENT WITH ELJAY WAITE FOR EVALUATION OF A NEW OR REVISED CALDWELL NORTH URBAN RENEWAL AREA)**

Mark Hilty, Agency Attorney at 1303 12<sup>th</sup> Avenue Road, Nampa, outlined the contents of the agreement. He noted that staff are planning to present a new feasibility study to the Canyon County Commissioners after January 2021.

In response to questions from Commissioner Allgood, Mr. Hilty referenced the need to obtain the cooperation of Canyon County for the formation of a new URA designated revenue allocation area. He explained the Idaho State Code requirement to forecast all upcoming projects within a new URA area. The Plan must encompass all projects that are projected over a 20-year period, due to-the-fact that the Plan cannot be amended. Long-term projects would be reviewed before the feasibility study is finalized. This is a direct result of the new legislation allowing Highway Districts to opt out of newly created revenue allocation areas.

Councilman Allgood expressed concern with previous comments made by the Canyon County Commissioners when the previous URA feasibility study was presented in 2019.

Chairman Hopper read the resolution by title only:

A RESOLUTION OF THE CALDWELL URBAN RENEWAL AGENCY AUTHORIZING THE EXECUTION OF THE EXECUTION OF THE INDEPENDENT CONTRACTOR AGREEMENT WITH ELJAY WAITE FOR EVALUATION (FEASIBILITY STUDY) OF A NEW OR REVISED CALDWELL NORTH URBAN RENEWAL AREA.

MOVED by Porter, SECONDED by Warwick to approve Resolution No. 2020-32 authorizing the execution of the Independent Contractor Agreement with ElJay Waite as printed.

Roll call vote: Those voting yes: Porter, Warwick, Wagoner, Allgood, Ramirez, and Hopper. Those voting no: none. Absent and/or not voting: none.

MOTION CARRIED

**CONSIDER RESOLUTION NO. 2020-33 AUTHORIZING THE EXECUTION OF A DEVELOPMENT & DISPOSITION AGREEMENT WITH MUSSELL CONSTRUCTION INC. FOR THE SITE KNOWN AS THE CLEVELAND EVENT CENTER LOCATED AT 711 CLEVELAND BOULEVARD.**

Mark Hilty, Agency Attorney at 1303 12<sup>th</sup> Avenue Road, Nampa, outlined the contents of the Development & Disposition Agreement with Mussell Construction. He noted that design would commence in 2020 with the proposed opening in 2022.

Chairman Hopper read the resolution by title only:

A RESOLUTION OF THE CALDWELL URBAN RENEWAL AGENCY AUTHORIZING THE EXECUTION OF A DEVELOPMENT & DISPOSITION AGREEMENT WITH MUSSELL CONSTRUCTION INC. FOR THE SITE KNOWN AS THE CLEVELAND EVENT CENTER LOCATED AT 711 CLEVELAND BOULEVARD.

MOVED by Warwick, SECONDED by Allgood to approve Resolution No. 2020-33 concerning the Development & Disposition Agreement with Mussell Construction as printed.

Roll call vote: Those voting yes: Porter, Warwick, Wagoner, Allgood, Ramirez, and Hopper. Those voting no: none. Absent and/or not voting: none.

MOTION CARRIED

**(CONSIDER RESOLUTION NO. 2020-34 AUTHORIZING THE EXECUTION OF A DEVELOPMENT & DISPOSITION AGREEMENT WITH SIDE-A BREWING COMPANY FOR THE SITE LOCATED GENERALLY EASTERLY OF THE INTERSECTION OF SOUTH KIMBALL AVENUE AND ARTHUR STREET IN DOWNTOWN CALDWELL)**

Mark Hilty, Agency Attorney at 1303 12<sup>th</sup> Avenue Road, Nampa, outlined the contents of the Development & Disposition Agreement with Mussell Construction. He noted that the final document was provided today from Attorney Geoffrey Wardle including a revised timeframe schedule. The timeframe provides for an extension of the project with construction starting December 2021 and completion in August 2022.

Commissioner Wagoner expressed his concern with the extension of the project's completion timeline.

Mr. Hilty reported that the delay is related to the project's financing and the business model involving a community gathering atmosphere, which has been affected with COVID-19 protocols.

Chairman Hopper read the resolution by title only:

A RESOLUTION OF THE CALDWELL URBAN RENEWAL AGENCY AUTHORIZING THE EXECUTION OF A DEVELOPMENT & DISPOSITION AGREEMENT WITH SIDE A BREWING LLC, AN OREGON LIMITED LIABILITY COMPANY, FOR THE SITE LOCATED GENERALLY EASTERLY OF THE INTERSECTION OF SOUTH KIMBALL AVENUE AND ARTHUR STREET IN DOWNTOWN STREET.

MOVED by Allgood, SECONDED by Warwick to approve the execution of Resolution No. 2020-34 concerning the Development & Disposition Agreement with Mussell Construction as printed with provision that remarks from the Urban Renewal Agency commissioners regarding the extended timeframe be forwarded to the developer.

Roll call vote: Those voting yes: Allgood, Ramirez, Hopper, Porter, Warwick, and Wagoner,. Those voting no: none. Absent and/or not voting: none.

**NEW BUSINESS:**

**(ACTION ITEM: PUBLIC HEARING PURSUANT TO IDAHO CODE 50-1002, FOR CONSIDERATION OF THE PROPOSED BUDGET FOR THE URBAN RENEWAL AGENCY FOR THE CITY OF CALDWELL FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021)**

Chairman Hopper opened the public hearing.

Carol Mitchell, URA Treasurer at 411 Blaine Street, presented the proposed budget. She noted that the proposed expenditures amount to \$20,240,835; Proposed Non-Tax Increment Revenue amount of \$778,480; the Proposed Tax Increment Revenue amount to \$10,253,693 for a total \$11,032,173; and a request a use fund balance in the amount of \$9,208,662.

FUND	FY 2018	FY 2019	FY 2020	FY 2021
	Actual Expenditures	Actual Expenditures	Budget Expenditures	Proposed Expenditures
General Fund	\$12,213,673	\$6,423,528	\$8,418,663	\$20,240,835
	Actual Non-Tax Increment Revenue	Actual Non-Tax Increment Revenue	Budget Non-Tax Increment Revenue	Proposed Non-Tax Increment Revenue
General Fund	\$9,510,555	\$2,200,478	\$115,705	\$778,480
	Actual Tax Increment Revenue	Actual Tax Increment Revenue	Budget Tax Increment Revenue	Proposed Tax Increment Revenue
General Fund	\$7,864,839	\$8,984,695	\$8,854,965	\$10,253,693
<b>TOTAL All Revenue</b>	<b><u>\$17,375,394</u></b>	<b><u>\$11,184,695</u></b>	<b><u>\$8,700,670</u></b>	<b><u>\$11,032,173</u></b>
*Use of Fund Balance, R.E. or Balance Sheet Changes	\$5,161,721	\$4,761,167	\$282,007	(\$9,208,662)
Revenue to meet Expenditures	<u>\$12,213,673</u>	<u>\$6,423,528</u>	<u>\$8,418,663</u>	<u>\$20,240,835</u>

Scott Thomson of Strider Group, LLC, addressed the commissioners regarding funding for possible future projects located within the boundaries of the Caldwell Urban Renewal Agency.

Chairman Hopper responded that the budget has been appropriated as presented by the Agency Treasurer for the coming fiscal year. It was suggested that he meet with the Economic Development staff concerning this matter.

MOVED by Porter, SECONDED by Allgood to close the public hearing.

MOTION CARRIED

**(ACTION ITEM: CONSIDER RESOLUTION NO. 2020-35 APPROVING THE URBAN RENEWAL AGENCY BUDGET FOR FISCAL YEAR BEGINNING OCTOBER 1, 2020)**

Chairman Hopper read the resolution by title only:

A RESOLUTION OF THE URBAN RENEWAL AGENCY OF THE CITY OF CALDWELL, IDAHO APPROVING THE BUDGET FOR FISCAL YEAR BEGINNING OCTOBER 1, 2020.

MOVED by Allgood, SECONDED by Porter to approve Resolution No. 2020-35 as printed.

Roll call vote: Those voting yes: Allgood, Ramirez, Hopper, Porter, Warwick, and Wagoner. Those voting no: none. Absent and/or not voting: none.

MOTION CARRIED

**(ACTION ITEM: CONSIDER RESOLUTION NO. 2020-36 AUTHORIZING THE SALE OF IRRIGATION EQUIPMENT FROM THE CALDWELL URBAN RENEWAL AGENCY FOR DISPOSITION BY PUBLIC AUCTION)**

Mark Hilty, Agency Attorney at 1303 12<sup>th</sup> Avenue Road, Nampa, explained the need for the resolution noting that the disposition of the surplus piping would be by public auction.

MOVED by Warwick, SECONDED by Ramirez to approve Resolution No. 2020-36 as printed.

Roll call vote: Those voting yes: Warwick, Wagoner, Allgood, Ramirez, Hopper, and Porter. Those voting no: none. Absent and/or not voting: none.

MOTION CARRIED

**(ACTION ITEM: CONSIDER APPROVAL OF THE INVOICES FOR PAYMENT AS PRESENTED BY THE URBAN RENEWAL AGENCY TREASURER)**

Carol Mitchell, Agency Treasurer presented outstanding invoices to payment approval.

VENDOR	AMOUNT	DESCRIPTION
City of Caldwell – Economic Development	\$18,000.00	August Economic Development Contribution
Hamilton, Michaelson & Hilty	\$ 5,940.00	July Attorney Fee
Cold Steel Constructors	\$25,000.00	BIG Payment #5 (April – June)
Fresca	\$25,000.00	BIG Payment #3 (April – June)
Capital Distributing	\$25,000.00	BIG Payment #2 (April – June)
AMFEC	\$25,000.00	BIG Payment #3 (April – June)
Price Pump	\$25,000.00	BIG Payment #2 (April – June)
Syringa	\$18,750.00	BIG Payment #3 (April – June)
<b>TOTAL</b>	<b>\$167,690.00</b>	

MOVED by Porter, SECONDED by Warwick to approve the invoices for payment as presented.

MOTION CARRIED

Carol Mitchell, Agency Treasurer presented invoices for ratification of payment approval.

VENDOR	AMOUNT	DESCRIPTION
Autumn Gold	\$40,000.00	Denver Street Project Improvement
City of Caldwell	\$1,755,216.75	Airport Land Purchase at 5104 E. Linden (15+ acres)

City of Caldwell	\$221,712.26	Hangar at Caldwell Industrial Airport for TVCC Aviation Program
City of Caldwell	\$172,971.00	3811 Crown Street – Relocation Caldwell Industrial Airport Property
<b>TOTAL</b>	<b>\$2,189,900.01</b>	

Mr. Orton reported that there would be an additional invoice forthcoming for moving expenses associated with the property acquisition at 3811 Crown for the Caldwell Industrial Airport.

MOVED by Ramirez, SECONDED by Allgood to approve the invoice ratification of payment as presented.

MOTION CARRIED

**ACTION ITEM: TREASURER’S REPORT)**

**MONTHLY CASH RECONCILIATION REPORTS:**

Carol Mitchell, URA Treasurer at 411 Blaine Street, presented the Monthly Cash Reconciliation Report and recommended its approval:

<b>Banner Bank TOTAL</b>		<b>\$16,585,540.81</b>
LGIP	\$ 116,114.41	
Banner Bank, CD	\$ 25,380.49	
Banner Bank Operating Account	\$16,219,045.91	
 <b>Restricted TOTAL</b>		 <b>\$16,219,045.91</b>
Restricted – Other Tax Districts	\$11,338,998.06	
Restricted – Caldwell	\$ 3,447,609.82	
Restricted – URA TVCC	\$ 723,245.86	
Restricted – URA Job Creation	\$ 709,192.17	

MOVED by Warwick, SECONDED by Porter to approve the cash reconciliation report as presented.

MOTION CARRIED

**(ATTORNEY’S REPORT)**

Creekside Development Agreement: Mr. Hilty reported that the hotel study from the DeChase Miksis group was received for legal review. He explained that the Agreement to Negotiate Exclusively was effective January 17, 2020 and scheduled to terminate 150 days thereafter. The data will be analyzed with a presentation from the developer at the September URA meeting.

It was noted that financing for hospitality projects has been delayed due to the impact of the COVID-19 crisis on the industry.

In response to comments from Commissioner Allgood, Mr. Hilty reported that the original plan included residential and commercial units. Discussion followed concerning the proposed development and the potential multiple phases.

**(CHAIRMAN’S REPORT)**

Chairman Hopper commented on Idaho’s strong housing and economic development market.

**(COMMISSIONER REPORT)**

Commissioner Wagoner complimented Scott Thomson for the quality development projects within the Treasure Valley constructed by the Strider Group, LLC.

**(ADJOURNMENT)**

MOVED by Allgood, SECONDED by Warwick to adjourn at 8:09 p.m.

MOTION CARRIED

Approved as written this 14<sup>th</sup> of September, 2020.

\_\_\_\_\_  
Commissioner Hopper  
*[Signature]*  
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Commissioner Porter  
*[Signature]*  
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Commissioner Warwick  
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Commissioner Wagoner  
*[Signature]*  
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Commissioner Allgood  
*[Signature]*  
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Commissioner Ramirez  
*[Signature]*

ATTEST: *[Signature]*  
Debbie Geyer, URA Secretary

